

AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT			1. CONTRACT ID CODE		PAGE OF PAGES 1 2				
2. AMENDMENT/MODIFICATION NO. 0002		3. EFFECTIVE DATE 7 Jun 2017		4. REQUISITION/PURCHASE REQ. NO. 0067747206		5. PROJECT NO. (If applicable)			
6. ISSUED BY DLA DISTRIBUTION OFFICE OF PROCUREMENT - EBS 430 MIFFLIN AVENUE NEW CUMBERLAND PA 17070-5004 USA			CODE SA4705		7. ADMINISTERED BY (If other than Item 6)			CODE	
8. NAME AND ADDRESS OF CONTRACTOR (NO., street, city, county, State, and ZIP)					X			9a. AMENDMENT OF SOLICITATION NO. SP330017R0004	
								9b. DATED (SEE ITEM 11) 05/15/2017	
								10a. Modification of contract/order no.	
								10b. DATED (SEE ITEM 13)	
11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS									
<p>[x] The above numbered solicitation is amended as set forth in Item 14. The hour and date specified for receipt of Offers [] is extended, [x] is not extended. Offers must acknowledge receipt of this amendment prior to the hour and date specified in the solicitation or as amended, by one of the following methods: (a) By completing Items 8 and 15, and returning ___01___ copy of the amendment; (b) By acknowledging receipt of this amendment on each copy of the offer submitted; or (c) By separate letter or telegram which includes a reference to the solicitation and amendment numbers. FAILURE OF YOUR ACKNOWLEDGMENT TO BE RECEIVED AT THE PLACE DESIGNATED FOR THE RECEIPT OF OFFERS PRIOR TO THE HOUR AND DATE SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER. If by virtue of this amendment you desire to change an offer already submitted, such change may be made by telegram or letter, provided each telegram or letter makes reference to the solicitation and this amendment, and is received prior to the opening hour and date specified.</p>									
12. ACCOUNTING AND APPROPRIATION DATA (If required)									
13. THIS ITEM APPLIES ONLY TO MODIFICATIONS OF CONTRACTS/ORDERS, IT MODIFIES THE CONTRACT/ORDER NO. AS DESCRIBED IN ITEM 14.									
A. THIS CHANGE ORDER IS ISSUED PURSUANT TO: (Specify authority) THE CHANGES SET FORTH IN ITEM 14 ARE MADE IN THE CONTRACT ORDER NO. IN ITEM 10A.									
B. THE ABOVE NUMBERED CONTRACT/ORDER IS MODIFIED TO REFLECT THE ADMINISTRATIVE CHANGES (such as changes in paying office, appropriation date, etc.) SET FORTH IN ITEM 14, PURSUANT TO THE AUTHORITY OF FAR 43.103(b)									
C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF:									
D. OTHER (Specify type of modification and authority):									
E. IMPORTANT: Contractor [] is not, [] is required to sign this document and return copy to the issuing office.									
14. DESCRIPTION OF AMENDMENT/MODIFICATION (Organized by UCF section headings, including solicitation/contract subject matter where feasible.) This amendment is hereby incorporated into the Request for Proposal (RFP) number SP3300-17-R-0004 and shall become a part of any resultant contract. This amendment 0002 is for the following: <ol style="list-style-type: none"> Answers contractor submitted questions. The attached Questions & Answers Document provides the questions submitted and the Governments answers as of 31 May 2017; To replace the RFP Solicitation, and named attachments (listed on page 2 of this SF30), with updated 6-7-17 versions, in response to Q&As. Revisions/changes to the solicitation and attachments are highlighted in Green. Extend the due date/time for proposal submissions to 3pm EDT, local New Cumberland, Mon, June 19, 2017. 									
Except as provided herein, all terms and conditions of the document referenced in Item 9A or 10A, as heretofore changed, remains unchanged and in full force and effect.									
15A. NAME AND TITLE OF SIGNER (Type or print)					16A. NAME OF CONTRACTING OFFICER Donna A. Kautz				
15B. NAME OF CONTRACTOR/OFFEROR BY _____ (Signature of person authorized to sign)			15C. DATE SIGNED		16B. UNITED STATES OF AMERICA BY _____ (Signature of Contracting Officer)			16C. DATE SIGNED	

CONTINUATION SHEET		REFERENCE NO. OF DOCUMENT BEING CONTINUED		PAGE	
		SP330017R0004 Amendment 0002		2 of 2	
NAME OF OFFERER OR CONTRACTOR					
Item No.	Supplies/Services	Qty	Unit	Unit Price	Amount
	Amendment 0002 Attachments: 1.Q&As 5-31-17; 2. SOL RFP -17R0004 6-7-17; 3. Sol Attach 1 – PWS 6 7 17 Final; 4. Sol Attach 4 – Other than Cert C&P Data for Recurring Janitorial Svcs; 5. PWS Attach 1 – Bldg. SF Breakdown; 6. PWS Attach 4 – in APLs 6-7-17; 7. PWS Attach 5 – Production Rate Staffing. - - - - End of Amendment 0002 - - - -				

SP3300-17-R-0004

QUESTIONS & ANSWERS DOCUMENT

The following questions have been submitted from industry regarding solicitation SP3300-17-R-0004. Each question has been redacted to ensure anonymity. The Government response is provide in the far right-hand column for each question.

Question	RFP Pg.	RFP Para.	Government Response
1. Attachment 4 – Other than Cost & Pricing Data for Recurring Janitorial Services What does the government define as Overhead Costs?	54	i.- Tables 13 (Overhead Costs)	It is not for the Government to determine what makes up a company's overhead costs. Generally speaking, overhead costs are all costs on the income statement except for direct labor, direct materials, and direct expenses. Overhead expenses include such things as accounting fees, advertising, insurance, interest, legal fees, labor burden, rent, repairs, supplies, taxes, telephone bills, travel expenditures, and utilities. Also ref FAR FAR 31.203, Indirect costs.
2. Amendment 1 states the proposals are due by 4:00 PM on 14 June 2017, the original solicitation states the proposals are due by 11:00 AM on 15 June 2017. SF30 States that (Any amended section of the solicitation is in bold print and highlighted in yellow); This change was not highlighted in yellow. Was this an error?	49	2	Yes, this is a clerical error. The due date has not changed from 11am EDT, Local New Cumberland Time, on 6/15/2017. A submission date extension will be granted in amendment 0002.
3. Does a joint venture (JV) bidder need to have a JV CIMS certification or does the CIMS certificate of a member of the JV suffice?	57	(a)1	The CIMS certification of a member JV can satisfy this requirement.

Question	RFP Pg.	RFP Para.	Government Response
4. Will DLA accept the reach-back capabilities of a JV's member parent for past performance?	57	LAST (Volume III)	When evaluating the past performance and experience of an entity submitting an offer for a contract set aside or reserved for small business as a joint venture established pursuant to this section, a procuring activity must consider work done individually by each partner to the joint venture as well as any work done by the joint venture itself previously." Past performance by a parent company outside the JV would not count. The primary purpose of a JV is to join together as a prime to compete for larger contracts by combining capabilities, including past performance. A neutral rating may be assigned if none of the members have past performance.
5. Must each member of a JV have relevant PP for the JV to bid? Or would this be considered to qualify as "No acceptable past performance?"	57	LAST (Volume III)	No. If the JV as an entity, or JV members separately, has recent, relevant past performance that meets the acceptability standards of this evaluation factor, their past performance would be considered acceptable. As stated in the solicitation, in the case of an Offeror without a record of relevant past performance or for whom information on past performance is not available or so sparse that no meaningful past performance rating can be reasonably assigned, the Offeror may not be evaluated favorably or unfavorably on past performance. Therefore, the Offeror shall be determined to have unknown past performance. In the context of acceptability/unacceptability, "unknown" shall be considered "acceptable".
6. How many past performance questionnaires (PPQs) does DLA want submitted – just the five corresponding to the major relevant contracts of the prime and the subcontractor, or PPQs from all the customers on the "relevant and within the past five years" contract list?	58	First	The number of PPQs submitted should correspond to number major relevant contracts that offerors submit as past performance examples. Additional PPQs for other contracts that are not offered as major relevant examples of past performance are not necessary. Offerors are encouraged to submit no more than 5 examples of past performance.

Question	RFP Pg.	RFP Para.	Government Response
7. What is the manufacturer for the hand sanitizer dispensers? (Att. 3)	Attach 3	All	Gojo.
8. On page 61, under para 3 of Evaluation Factor 3: Past Performance Record, number 4 in the list of evaluation factors is missing.	61	3	There are only supposed to be 4 items there. There is no number 5. Number 5 has been changed to number 4.
9. Reference: The statement "Pages shall be numbered sequentially by volume." Comment: The Price Proposal is a series of separate documents including SF1449, amendment documents, and Bid Schedule among others with pre-numbered pages. Question: Since this section will be tabbed to identify the various sections, would the Government allow an exception to the page numbering requirement for the Price Proposal?	Amend 3, Attach 5, Page 7	Para 6-a. (Last sentence in para)	Yes. Last sentence in Paragraph 6a is changed to read "Pages shall be numbered sequentially for volumes II & III. This requirement is not applicable for volume I."
10. Reference: PWS Comment: Prestige Service lists 11,700 SF in bldg 54 and has a note this must be cleaned on Second Shift. PWS Attachment 5 shows no Second Shift Prestige Services, but includes this 11,700 SF in Day Shift in CLIN X53. Question: Would the Government please clarify?	Prestige Service Attach 5		Solicitation Attachment 4 and PWS attachments 1 & 5 have been revised to separately account for First and Second shifts, Floor Areas Carpeted, Prestige level cleaning. X.53 (First shift) has been adjusted to 5,486 SF, and X.55 (Second shift) has been added to break out the 11,700 SF.

Question	RFP Pg.	RFP Para.	Government Response
11. Reference: PWS Question: When indicating one full time person doing Bulk and Cobb Web Cleaning, is the Government referring to one full time employee dedicated to the job (8 hours per day five days per week excluding holidays, i.e. 2000 hours per year)?	Bulk Warehouse Cleaning	Para 3.3	Yes. Section 3.3 reads, in part, "One (1) full time Janitorial person is required to perform the Bulk Warehouse cleaning."
12. Reference: PWS Attachment 5 compared to PWS Attachment 4 Comment: Attachment 4 lists Minimum APL for specific tasks. On PWS Attachment 5 the CLINS do not cover each task. Some CLINS include several tasks that are performed at different frequencies per Attachment 4. Also, some APLs entered on Attachment 5 for specific Tasks do not match Attachment 4. Question: Would the Government please clarify which APL we are to use to calculate our labor hours? Also, would the Government please provide an example?	Attach 4 Attach 5		<p>The minimum APLs in PWS attachment 4 guide what the successful offeror will accomplish via their cleaning schedule to execute contract performance. These are specific tasks that are a part of the overall tasks listed on attachment 5 – Production Rate Staffing. For example, Dusting occurs twice a month. This is part of the overall cleaning covered in X.1, Floor area Carpeted First Shift.</p> <p>A column has been added to PWS attachment 4, Minimum APLs, to identify which APL corresponds to which CLIN 0001 breakdown item on PWS Attachment 5 – Production Rate Staffing. If there is a discrepancy, the APL listed on attachment 5 takes precedence for calculating proposal hours.</p>
13. Reference: PWS Question: Would the Government please specify which specific tasks we are to consider when calculating labor for CLINS X1, X2, X13, X14, X43, X44, X53, X54, X61, X62, X70, and X71?	Attach 5		<p>Please see PWS Attachment 1 – Bldg. SF Breakdown, column C "PWS Reference", for a description of the type and area specific cleaning. Also, see response to question 12 above.</p> <p>There is a column on the APL's now that identify's which APL on PWS attachment 4 corresponds to the breakdown lines on PWS Attachment 1.</p>

Question	RFP Pg.	RFP Para.	Government Response
<p>14. Reference: Schedule B CLINS X010 and X011.</p> <p>Question: Are the units we are to price Labor Hours, i.e., 20 labor hours or 5 labor hours (per labor hours or crew hours)?</p>	Schedule B		<p>No. For CLINs X010 & X011, the quantity of possible shifts needed in a year is 20. A Shift will be made up of a crew, size to be determined by the offeror. The price shall be per event, for a crew to execute work as defined in the PWS. CLIN X010 unit price should be a fixed price for what the offeror calculates to be the price for providing a janitorial services crew for an additional weekend shift to bldg. 2001. The areas to be cleaned are the same as defined for weekend shift for Building 2001 in PWS Attachment 1-Bldg SF Breakdown, on the Weekend shift tab, for bldg. 2001 lines.</p> <p>CLIN X011 shift should be comprised of what the offeror prices, per event for services described in the PWS at section 4.6. Each shift would clean not more than 4 warehouse bldgs.</p>
<p>15. Reference: PWS</p> <p>Question: Are the Project Manager and QC Inspector the only non-Production employees required?</p>		6.1 Key Personnel	<p>PWS section 6.1 highlights these two labor positions as Key personnel, to indicate that additional information must be submitted with proposals. Offerors would include management (IE: team leads, supervisors, etc.), as they deem necessary in the management plan portion of the proposal.</p>
<p>16. Reference: PWS 6.1 Key Personnel</p> <p>Question: Does the Government require a Contractor Supervisor (non-Union) on site for back shifts and weekends?</p>			<p>Yes. This person could be one of the key personnel, or could be additional to key personnel proposed.</p>

Question	RFP Pg.	RFP Para.	Government Response
<p>17. Reference: PWS Comment: If you add all of the non-carpeted floor surface provided in Attachment 1 there is more than is shown on the Strip and Wax CLIN. Questions: Would the Government please clarify whether we strip and wax all Non-Carpeted floors or just VCT? Also, would the Government please specify the different types of Floor Coverings on Attachment 1, i.e. carpet, VCT, Concrete, Ceramic, etc?</p>	Attachment 1		<p>The total at CLIN 0001 breakdown X.81, 337,226 SF, is the total of all SF counted once. When calculating total uncarpeted square footage, 2nd shift and weekend shift tabs' square footage is not counted as that would be counting SF floor space twice. The current total to be either scrubbed or stripped/waxed/buffed is correct. The word "Buff" was added to attachments 1, 4 and 5, as it is listed under the applicable section of PWS 4.1.2, Uncarpeted Floor Care.</p>
<p>18. Reference: PWS Question: Is the Internet Service provided per paragraph 5.4 of the PWS on a Government Network or through Private Provider?</p>	Paragraph 5.4		<p>This information is not correct. Internet access will not be provided by the Government. The contractor will have the opportunity to establish their own account, at the contractor's expense, with a local provider on the installation. Comcast and Verizon are internet providers with established lines on the installation. Contractors are not required to use these providers. Establishing a new connection will be at the Contractor's expense. There are no Government provided computers.</p>
<p>19. Reference: PWS Question: Are small vehicles such as golf carts allowed to be used on the installation? Can they be used inside the warehouses?</p>		Paragraph 14.6 Vehicles	<p>No.</p>
<p>20. Reference: PWS Question: Does the daytime person assigned to the CDC have to remain in the CDC or does that person just have to report there, when needed?</p>		Paragraph 2.1.3.2.2	<p>Section 2.1.3.2.2 reads, in part...one (1) on-site Janitorial person is required during regular hours of CDC operation, 7:00 AM – 3:30 PM, Monday thru Friday. The <u>on-site</u> Janitorial person shall attend to daily sanitation issues and clean areas as necessary. The individual assigned to the CDC remains there for the entire 1st shift.</p>

Question	RFP Pg.	RFP Para.	Government Response
<p>21. Reference: Proposal Preparation Requirements Comment: A note at the bottom of the Chart on page 50 of 75 mentions Resumes and SDS not counting as pages in the page limitation. PWS Section C-15 indicates Resumes and SDS are provided after award. Question: Do we have to submit Resumes and SDS with our Proposal package?</p>		PWS Section C-15	PWS Section C-15 will be amended to remove the phrase "10 days after award"; the phrase "with proposals" will be added. Solicitation instructions to Offerors clearly state that Key personnel resumes and SDS are to be included in proposals.
<p>22. Reference: Proposal Preparation Requirements Comment: Technical Section II is limited to 50 pages. According to the Evaluation of the Technical there is a significant amount of information required to be submitted along with QC Plans that will cause the 50 pages to be exceeded. Question: Would the Government please increase the Page Limitation on the Technical Proposal to 100 pages?</p>	Technical Section II		The technical proposal limit remains at 50 pages.
<p>23. Reference: General Solicitation Comment: There is a discrepancy between the Estimated Quantity on CLIN 0011-4011. The Schedule B shows 5 Units and Solicitation Attachment 4 shows 20 Units. Question: Would the Government please indicate whether 5 units or 20 units is correct?</p>	Attachment 4	Schedule B	The correct quantity is 20 units. CLINx 0011, 1011, 2011, 3011 and 4011 have be amended.

Question	RFP Pg.	RFP Para.	Government Response
<p>24. Reference: PWS On-Site Quality Control Inspector</p> <p>Question: Would the Government please indicate whether the On-Site Quality Control Inspector can perform duties which are related to the DDSP Janitorial services contract but are not necessarily Quality Control functions?</p>		Paragraph 6.1.2 Page C-29	It is required that the QC inspector exclusively perform QC functions.
<p>25. Please confirm that the submission date has not changed. (June 14 is shown in the amendment file).</p>	Original: 49 Amendment: 49		It has not. Please see response to question #2 above.
<p>26. If possible, please supply us with the sum, per building, of fixtures (# of toilets, sinks, urinals, showers, drinking fountains, and lockers) to enable us to provide a more precise estimate.</p>	N/A	N/A	Answer is being researched, and will follow on amendment 0003.
<p>27. Article XXXII states the employer must contribute \$1.00 per hour a retirement plan, and that it should be increased by \$.10 every December 19th.</p> <p>We need know when the \$1.00 per hour 1st become effective so we can calculate the correct amount for each year.</p>	Wage determination/CBA page 19.	Article XXXII	<p>This took effect on the date listed on page 19 of the CBA. \$1.00 was increased to \$1.10 on 12/19/2016. The current CBA is in effect until 12/18/2019 and will remain in effect on the new contract until re-negotiated at this time.</p> <p>The current CBA remains in effect on the successor contract per FAR 22.1008-2 (b)(3).</p>

Question	RFP Pg.	RFP Para.	Government Response
28. It appears we are asked to perform and price the weekend cleaning of building 2001 twice, once under sub CLIN xx1.43 thru xx1.52 and again under CLIN xx10. Is the cleaning under CLIN xx10 in addition to the cleaning priced under sub CLINS xx1.43 thru xx1.52?	Solicitation attachment 4 "Other Than Cert. C&P Data And PWS page25	Tables 1 thru 4 PWS Para 4.5	X.43 through x.52 are part of the breakdown of CLIN 0001, monthly firm fixed price to perform all regular and recurring Janitorial services under Basic (1 st shift/2 nd Shift), Prestige, Clinical, and weekend shift cleaning. CLIN X010 and CLIN X011 are event cleanings that are on an "as needed" basis, ordered by the COR. CLINs X010 & X011 are explained in #14 above.
29. Is the square footage cleaned under sub CLINS xx1.13 thru xx1.23 on 2nd shift also cleaned on 1st shift or is this a different area only cleaned on 2nd shift?	Solicitation attachment 4 "Other Than Cert. C&P Data	Tables 1 thru 4	2 nd Shift cleaning square footage is the same area cleaned on 1 st shift, however, there is a diminished amount required for 2 nd shift. 2 nd shift area are described in PWS attachment 1, "2 nd shift tab".
30. Proposal Preparation Requirements do not state where the Government wants Offerors to insert the tables of contents and glossaries for each volume. Please provide instructions.	49-50	Proposal Preparation Requirements	The Government assumes that, in general, tables of contents and glossary are placed at the beginning of each Volume, but they can be included wherever the offeror deems appropriate. There is no requirement for where these items are placed, only that they are in the appropriate volume.
31. Other than exceptions and qualifications, what information does the Government want Offerors to provide in the Cover Letter?	51	Volume I: Solicitation, Offer and Award Documents & Price Proposal	The Government assumes that the cover letter is for an offeror to provide an introduction to the proposal. Offerors proposing, as a Joint Venture (JV) shall include their SBA approved Joint Venture agreement with the cover letter. Nothing else is required to be included with cover letter.
32. Is the Introduction to Volume II: Technical Proposal included in the page count?	50 and 55	Volume II: Technical Proposal	Yes.

Question	RFP Pg.	RFP Para.	Government Response
33. The numbering for the preparation instructions for Volume ii: Technical Proposal is inconsistent. For example, B. Evaluation Factor 1 - Management Capability - 1. Management Plan - Subfactor (a) compared with c. Evaluation Factor 2 - Technical Capability (a) Technical Approach - Subfactor (a). Please clarify which numbering convention is correct and amend the RFP.	55-57	Volume II: Technical Proposal	The Government has corrected the number convention in amendment 0002.
34. The RFP requires resumes for key personnel. However, the table shown in C-15 Required Contractor Documents states that key personnel resumes are due 10 days from Contract Award. Please clarify when the Offeror must submit resumes for key personnel.	55 - 56	Volume II: Technical Proposal B. Evaluation Factor 1 - Management Capability 2. Staffing Plan - Subfactor (b) - b.	Please see response to question # 21 above.
35. The RFP requires electronic submissions (CDs) to be readable on an IBM PC-compatible system running Microsoft Office 2010, including Microsoft Word 2010 and Microsoft Excel 2010. However, the answer to Question 4 indicates that the CD for the Technical Proposal may be submitted in a PDF version rather than Word, as long as the Excel files for PWS Attachments 5 and 6 are included on the CD. The RFP has not been amended to state that PDFs are acceptable in lieu of Word files. Please clarify and amend the RFP if necessary.	51	Proposal Preparation Requirements 8.	PDF versions are acceptable. The RFP has been amended to indicate as such.

Question	RFP Pg.	RFP Para.	Government Response
<p>36. Offers required to discuss their Management Plan to include "...2. A demonstration of an ability to fill vacancies; and 3. A demonstration of the ability to make necessary arrangements as needed when personnel are off..." Under the Staffing Plan, Offerors are required to include "3. Filling vacancies; and making necessary arrangements as needed when personnel are off..." Please clarify if these requirements are duplicates and Offerors can repeat/refer their plans, or what differences the Government is requiring under each of these plans.</p>		<p>Volume II: Technical Proposal B. Evaluation Factor 1 - Management Capability 1. Management Plan - Subfactor (a) a.2 and a.3; 2. Staffing Plan - Subfactor (b) - c.3.</p>	<p>This is not a duplicate. The Management plan section requires offerors to discuss filling vacancies & make arrangements for vacations, etc. of "management/supervisory employees".</p> <p>The staffing plan is to address these issues when it involves "janitorial staff."</p>
<p>37. Are examples of training materials (syllabus, etc.) included in the page count?</p>	56	<p>Volume II: Technical Proposal B. Evaluation Factor 1 - Management Capability 1. Staffing Plan - Subfactor (b) a.2.d.2.</p>	<p>No. RFP amended at proposal preparation requirements.</p>
<p>38. Regarding PWS C-5.4 Utilities, what does the term "internet access" refer to? Does it mean: 1) access to commercial internet on location; 2) DLA-provided internet network services; or 3) GFP DLA-provided computers and network that Contractor staff will use?</p>	C-28	<p>PWS Section C-5.4 Utilities</p>	<p>See response to question #18 above.</p>

Question	RFP Pg.	RFP Para.	Government Response
39. Regarding PWS C-14.12 Computerized Products, does statement A. refer to the transfer of data between DLA staff and Contractor staff must be Windows Office compatible?	C-47	PWS Section C-14.12.A. Computerized Products	Yes, Adobe Acrobat PDF compatible as well.
40. Please provide the square footage of windows.	C-22	PWS Section C-4.1.1 Windows and Glass Doors	Only a window “quantity” will be provided for all bldgs. other than 430. Bldg. 430 window SF is listed in PWS attachment 1 – Building SF Breakdown, 1 st Shift Tab, Cells T65-T68. Bldg. 430 exterior windows are not part of the requirement.
41. Please provide the square footage for the glass wall in the CC Office (Building Number 430).	C-22	PWS Section C-4.1.1 Windows and Glass Doors	There is no glass wall in the commander’s suite in building 430. This phrase has been removed from Attachment 1 – Building SF Breakdown.
42. PWS Paragraph 4.6 talks about Mandatory Overtime for Warehouses. Since this is a task- and frequency-driven requirement type contract and not performance based, should overtime hours be priced? If so, please provide historical hours for this PWS element. Will the contract be modded when this occurs?	C-26	PWS Section C-4.6 Mandatory Overtime for Warehouses	This contract is a performance-based service, hence the quality control plan requirement and a Quality Assurance Surveillance Plan (QASP). For a response to how offerors should treat pricing the CLINs (X011) in the schedule of services, please see the response to #14 above.
43. Please provide the quantity of current CDC-cleared employees along with clearance expiration dates.	C-44	PWS Section C-14.4 CDC Security Requirements for Daytime Custodian	This data is not required in order to submit a technical proposal. This information will be given to the awardee. Awardee will have phase-in period to accomplish CDC clearance requirements.

Question	RFP Pg.	RFP Para.	Government Response
44. In the Proposal Preparation Requirements Table (pg. 49-50), "Evaluation Factor 3: Past Performance Evaluation" is designated as Tab 1. On page 58, the RFP states "The Offeror shall submit the information in separate, tabbed sections (1), (2), (3), and (4), as outlined below," with "Previous Contract Data" designated as Tab 1. Please clarify how this volume should be tabbed.	49 - 50 and 58	Proposal Preparation Requirements and Volume III - Evaluation Factor 3: Past Performance Evaluation	The proposal requirements table will be amended to include separate tabbing to match Past Performance section on RFP page 58.
45. Child Development Center (CDC) Building 255 A. Note: No chemical cleaning supplies may be stored in the Child Development Center. Contractor shall not store other supplies above the red line in closets. Should this be below instead of above?	11	2.1.3.2	No. This is a safety rule to prevent items from falling onto individuals from over a certain height.
46. The Government has omitted the period of performance 19 Dec 17 thru 18 Oct 18. Will the government please revise the period of performance?	3 of 75	2. Period of Performance	POP corrected on Amendment 0002; RFP page 3.

Question	RFP Pg.	RFP Para.	Government Response
47. The Government has listed a two-month Transition Period. Please define what contractor-provided services, if any, the Government expects to be provided by the contractor during the Transition Period.	3 of 75	2. Period of Performance	No janitorial services. This is a phase-in period for post award orientation, administrative actions on the awardees part, etc. to assist awardee in preparation for the full performance start on 19 December 2017.
48. Please clarify how many months are in the base year.	RFP Page #3	RFP Paragraph #2	The base year is 12 months; the 2 Mo. phase-in period is 19 Oct 17–18 Dec 17. Base year full performance is 19 Dec 17–18 Oct 18. (10 Mo's)
49. Where do we submit the price for the 2-month phase in period from Oct 19, 2017 to December 18, 2017?	Page 8 to 28 of RFP Document		RFP page 10, Schedule of Services, CLIN 0012. The Breakdown of this CLIN shall be entered in Table 1 on Sol Attach 4-Other than certified cost & pricing Data for Recurring Janitorial Services, row 77.
50. Please provide the seniority list of the current staff of the incumbent contractor for all shifts and services. This is needed in order to price in the vacation and other benefits based on the tenure of the employees	Refers to CBA Agreement.		This data is not available for release at this time. This information will be given to the Contracting office by the incumbent contractor no later than 10 days prior to contract completion. A copy of the list will be turned over to the successful offeror upon award. Reference FAR 22.1020.
51. Please provide the current staffing levels: <ul style="list-style-type: none"> • Project Managers • Supervisors • Cleaning Staff 	n/a		This data is not available for release.

Question	RFP Pg.	RFP Para.	Government Response
52. Staffing Plan – provide years of experience for both key and non-key personnel. Considering that this contract has a CBA, by CBA requirement, incumbent employees shall remain members in good standing for the full term of the CBA agreement. CBA members have first right of refusal of employment. The Government should provide a current list of all DLA employees and their years of experience to full the solicitation requirements; otherwise, please waive this requirement.	55	7	The requirement for listing years of experience of non-key personnel has been removed via amendment. Number of employees and labor category should be listed. Requirement to list years of experience for key personnel remains.
53. Considering that this contract has a CBA, by CBA requirement, incumbent employees shall remain members in good standing for the full term of the CBA agreement. CBA members have first right of refusal of employment. If the Government requires resumes of Key Personnel, please provide current resumes or contact information of all key personnel on this contract so we may contact them for future employment; otherwise, waive this requirement.	55	8	Key personnel (PM, QC (management)) are not covered by the CBA. See response to question 50 above for all non-key (Janitorial, leads, supervisors, etc..) personnel.

Question	RFP Pg.	RFP Para.	Government Response
<p>54. See both Attachment 4 and 5. All tasks/services listed on Attachment 4, should they also be listed on Attachment 5? If yes, some tasks/services listed on attachment 4 are not listed on attachment 5.</p>	<p>PWS Attachment 4 and PWS Attachment 5</p>		<p>Event CLINs X002-X011 are not included on Attachment 5. They are on Attachment 4 in order to show the cost make-up of the event CLIN pricing. There is no square footage conversion necessary for pricing of these CLINs, hence why it is not on Attachment 5 – Production Rate Staffing. Attachment 5 is to show the cost/price breakdown of the overall price for CLIN X001.</p>
<p>55. Reference: The statement “The Offeror shall ensure that the labor categories proposed for each PWS task meets the definitions described in PWS C-6.1 Key Personnel, or provide the specific duties and responsibilities for labor categories used that are not listed in PWS C-6.1.” Comment: PWS C-6.1 Key Personnel includes Project Manager and Quality Control Inspector only. Question: Is it the Government’s intent to list “supervisory” labor categories that are not key personnel such as the Day Shift Supervisor, the Evening Shift Supervisor, and the Night Shift Supervisor and their duties and responsibilities?</p>	<p>Amend 1, RFP Replacement Pages, Page 56</p>	<p>Paragraph (e.)</p>	<p>Yes. The Government does not require that these individuals be separately designated as key personnel and have the proposal requirement as such. See response to question #15 above on proposal submission regarding non-key personnel.</p>

Question	RFP Pg.	RFP Para.	Government Response
56. Should Attachment 5 contain formulas that calculate the FTEs?	n/a	n/a	Offerors shall calculate FTEs based on what they consider to be annual productive hours. The Government included no formulas intentionally.